



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

10 Aug 2022

DIVISION MEMORANDUM
No. 346, s. 2022

**NOTICE ON POSTED SELECTION LINE-UP:
ADMINISTRATIVE ASSISTANT II & ADMINISTRATIVE ASSISTANT III POSITIONS**

To: **Asst. Schools Division Superintendent**
Chief CID, SGOD
PSDS, Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
All Others Concerned
This Division

1. This is to inform the field that the Selection Line-up for the following position/s is already available and viewable at our Division Website: www.depedelsalvadorcity.net → Career Opportunities → Selection Line-Up.
 - a. Administrative Assistant II
 - b. Administrative Assistant III
2. For inquiries/clarification on the results, feel free to contact our Personnel Unit via email: recruitment.elsalvadorcity@deped.gov.ph.
3. All are reminded that this Office adheres to Equal Employment Opportunity Principle (EEOP). Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.


OLGA C. ALONSABE, PhD, CESO V
Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:

HIRING

RECRUITMENT

SELECTION



Address: Zone 3, Poblacion, El Salvador City | Tel. No. (088) 855-0113
Website: www.depedelsalvadorcity.net | Email: elsalvador.city@deped.gov.ph



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Enclosure to Division Memorandum 346, s. 2022

SELECTION LINE-UP

August 10, 2022
(Date)

Vacant Position: **Administrative Assistant II**

NAME	EDUCATION	WORK EXPERIENCE	TRAINING	ELIGIBILITY
<i>PRESCRIBED QUALIFICATION</i>	<i>Completion of 2 years studies in college</i>	<i>1 year of relevant experience</i>	<i>4 hours of relevant training</i>	<i>Sub-professional level of Eligibility</i>
CYNTHIA R. MAGALLANES	Bachelor of Secondary Education Major in Applied Mathematics plus 18 Professional Units	at least 1 year of relevant experience	4 hours of relevant training	CS Professional
EVA MAE S. BACULIO	Bachelor of Elementary Education	at least 1 year of relevant experience	4 hours of relevant training	RA 1080 (Teacher)
FRITZIE LYNNE B. GEQUINTO	Bachelor of Science in Accounting Technology	at least 1 year of relevant experience	4 hours of relevant training	CS Professional
JONAHLYN I. TORAYNO	Bachelor of Science in Business Administration	at least 1 year of relevant experience	at least 4 hours of relevant training	Sub-professional level of Eligibility
MARIE KRIS N. YAMIS	Bachelor of Elementary Education	at least 1 year of relevant experience	4 hours of relevant training	RA 1080 (Teacher)
MERAFE O. CLARABAL	Bachelor of Elementary Education	at least 1 year of relevant experience	4 hours of relevant training	RA 1080 (Teacher)



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NISHI M. ABRATIGUIN	Bachelor of Elementary Education	at least 1 year of relevant experience	4 hours of relevant training	RA 1080 (Teacher)
QUENNIE L. ARRIESGADO	Bachelor of Science in Business Management	at least 1 year of relevant experience	4 hours of relevant training	CS Professional
RONALD R. DANIEL	Bachelor of Science in Computer Science	at least 1 year of relevant experience	4 hours of relevant training	CS Professional
SHENA MARIE M. BACULIO	Bachelor of Science Agricultural Engineering/ Bachelor of Elementary Education	at least 1 year of relevant experience	4 hours of relevant training	RA 1080 (Teacher)

***NOTE:** Applicants enlisted above are invited for further evaluation. HRMPSB shall conduct the necessary evaluation/screening of applicants and deliberation then submit results to the Office of the Schools Division Superintendent **on or before August 31, 2022.**



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SELECTION LINE-UP

August 10, 2022
(Date)

Vacant Position: **Administrative Assistant III**

NAME	EDUCATION	WORK EXPERIENCE	TRAINING	ELIGIBILITY
PRESCRIBED QUALIFICATION	Completion of 2 years studies in college	1 year of relevant experience	4 hours of relevant training	Sub-professional level of Eligibility
CARLOS D. ACERO JR.	Bachelor of Science in Commerce	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 7160 (Barangay Official Eligibility)
EDJIE P. DAGOPIOSO	BS Technology Teacher Education major in industrial Technology	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 1080 (Teacher)
FRITZIE LYNNE B. GEQUINTO	Bachelor of Science in Accounting Technology	at least 1 year of relevant experience	at least 4 hours of relevant training	CS Professional
JONALEE S. YONGCO	AB International Studies	at least 1 year of relevant experience	at least 4 hours of relevant training	Sub-professional level of Eligibility
JONAHLYN I. TORAYNO	Bachelor of Science in Business Administration	at least 1 year of relevant experience	at least 4 hours of relevant training	Sub-professional level of Eligibility
NISHI M. ABRATIGUIN	Bachelor of Elementary Education	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 1080 (Teacher)
NYSSA ISOBEL M. SABADO	Bachelor of Elementary Education	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 1080 (Teacher)



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REGION X – NORTHERN MINDANAO

SCHOOLS DIVISION OF EL SALVADOR CITY

SHENA MARIE M. BACULIO	Bachelor of Science Agricultural Engineering / Bachelor of Elementary Education	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 1080 (Teacher)
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